

## Town Council Meeting: 10 June 2013



Town of Garrett Park  
PO Box 84  
4600 Waverly Avenue  
Garrett Park, MD 20896

Regular Meeting of Town Council  
Garrett Park Town Hall  
10814 Kenilworth Avenue  
Garrett Park, MD 20896

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### Minutes

**Call to Order:** Mayor Benjamin called the meeting to order at 7:30 pm. Present were Councilmembers Chantry, Flynn, Schulp, Wegner and Welch. Also present were Ted Pratt, Town Administrator, Gene Swearingen, incoming Town Manager, Chris Keller, reporter for the Bugle and several Town residents.

**Approval of Agenda:** The Agenda was modified to remove approval of May meeting minutes and was approved as modified without objection.

### Action

- Cancellation of the August Council Meeting – Councilmember Welch moved that the August Council meeting be cancelled, Councilmember Wegner seconded, and the motion was passed unanimously.
- Consideration of Participation in the Town Deferred Compensation Program by a Part Time Employee – Councilmember Schulp discussed the intent to include part time Town employee Elizabeth Henley in the deferred compensation program, which would require action of the Council because the Deferred Compensation policy approved at the May meeting only applied to full-time employees. Councilmember Schulp presented a resolution to this effect, and after discussion Councilmember Schulp moved approval of the attached resolution. The motion was seconded by Councilmember Flynn and was passed unanimously.

### Discussion

- Continued discussion of Town Hall Use Policy – Mayor Benjamin led a discussion of a revised draft of the policy, reflecting consensus changes from the May meeting discussion. After further consideration and suggested revisions Mayor Benjamin agreed to submit a yet another revised draft for the council's review.
- Council Retreat Agenda – Mayor Benjamin reviewed the proposed retreat agenda with the Council. The meeting will focus on Council objectives to be agreed to for the coming fiscal year and the allocation of liaison responsibilities for Councilmembers.

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### Town Administrator's Report

- Transition Report – Administrator Pratt & incoming Manager Swearingen updated the council on the progress of the transition, stating that it appeared to be going well, with Manager Swearingen learning much about the Town, its activities and eccentricities, and his managerial responsibilities.
- Monthly Financial Report--Administrator Pratt presented a preliminary May financial report, stating that both revenues and expenses are projected to be within budget at year-end.

**Adjournment:** The meeting was adjourned at 9:08 pm.



Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Gene Swearingen". The signature is fluid and cursive, with a large loop at the end.

Gene Swearingen, Town Manager